



AP 6750 Parking

This procedure is intended to promote safe and orderly movement of traffic within District property for the safe and orderly parking of vehicles and bicycles.

All applicable provisions of the California Vehicle Code are expressly applicable both on and off paved roadways.

Parking of motor vehicles and bicycles is limited to specially designated areas. Fee permits are required. Vehicles or bicycles parked in violation of the provisions of this code are subject to fines, towing, or impoundment.

All persons who enter District-owned or operated property are charged with knowledge of the provisions of this procedure and are subject to the penalties for violations of such provisions.

In accordance with California Vehicle Code Section 21113, the District will enforce this procedure by issuing citations.

Traffic and Parking Regulations

1. General Information

Authorization is granted to the Campus Police Office of the Chaffey Community College District by the Governing Board to issue traffic and parking citations on the grounds owned and operated by the District. Citations may be issued for violations of:

1. Regulations set forth by the Governing Board
2. California Vehicle Code

Campus Police personnel designated by the Chief of Police are authorized to issue traffic and parking citations based upon the regulations set forth in this administrative procedure. They are not authorized to grant any privileges deviating from the regulations.

Chaffey College, like most colleges, does not guarantee a parking space for all students during peak periods and therefore cannot guarantee parking, nor does the college accept liability for damages sustained to vehicles in the use of its parking facilities. Regulations are for the purpose of protecting vehicles from damage and to ensure the safety of all. Irresponsibility regarding traffic and parking regulations may result in a citation, restriction, suspension, and/or towing of vehicle at the owner's expense.



AP 6750 Parking

2. Parking Permits

All vehicles parked on grounds owned or operated by the Chaffey Community College District must display a current semester parking permit or daily parking pass receipt on the lower driver side windshield facing outward with the number of the permit clearly visible. Semester permits are available through online registration. Daily parking permits are also available for purchase.

Once purchased, refunds for semester parking permits are made only if all classes are dropped in the first two weeks of the fall and spring semesters and during the first ten percent of the course length for summer session. (Refer to Schedule of Classes catalog for the Refund/Credit policy).

Replacement

If a vehicle is sold or change of ownership occurs, the permit should be removed and placed on the new vehicle. Damaged or malfunctioning permits should be returned to the Campus Police Office. Authorization for a replacement permit will be granted for stolen permits upon completion of a police report. A processing fee will be charged.

Replacement authorization is not granted for stolen permits unless a police report is made within 24 hours of the date of loss. Authorization is subject to approval by Campus Police Administration.

3. Temporary Permits

Staff members or students who have a permit, but must drive a different vehicle to campus, with proper identification, may obtain a temporary (one day) permit at the Campus Police Office.

4. Guest Parking

Guest Parking Permits can be issued in advance by any Chaffey College department or office. They can also be obtained at the Campus Police Office and the Athletics Office. Guest Parking Permits must be displayed on the driver's side front dashboard, visible from the outside of the vehicle. Guest permits are not valid in reserved or metered stalls.

5. Citations

Vehicles may be issued citations for illegal parking, failure to display a current semester parking permit or daily parking pass receipt, or any other violation of the parking rules and regulations of the campus. California Vehicle Code violations can also be enforced and traffic tickets can be issued.



AP 6750 Parking

Citations are paid on-line, by phone, or by mailing the fine to the Chaffey College citation processing center. Payments must be made within 21 days of the date the citation was issued. When fines are not paid within the time constraint, the fine is doubled and a DMV registration hold will be placed on the vehicle. The Campus Police Office hours are subject to change. For further information call (909) 652- 6632.

Payment Plans

The District has a Parking Citation Payment Plan to assist individuals who have multiple unpaid parking citations. The plan and application are posted on the District's Parking Violations webpage. There is a fee to enroll in the payment plan.

A payment plan is also available for those who meet limited income qualifications. This plan is offered through the District's citation service center. An application to participate in the plan is available on the citation service center website, which is accessible via a link posted on the District's Parking Violations webpage.

6. Contesting Parking Citations

Any person who feels that a citation was issued in error may contest the parking citation by filing a notice of appeal at the Campus Police Office. An appeal must be filed in accordance with the California Vehicle Code timelines and the procedures set forth on the citation notice.

According to California law, disregarding of citations will result in the filing of a complaint and renewal of vehicle registration is contingent upon compliance. Any vehicle with five or more outstanding parking citations is subject to tow and storage at owner's expense.

7. Clarification of Parking and Traffic Regulations

Any questions regarding parking fees, campus parking rules and regulations should be directed to the Campus Police Office at 652-6632.

8. Traffic Regulations

1. No person shall fail to obey any sign or signal erected to carry out these regulations or the California Vehicle Code.
2. No person shall operate a vehicle, motorized cycle, or bicycle on District property at a speed in excess of 25 miles per hour, except emergency vehicles.



AP 6750 Parking

3. The driver of any vehicle or motorized cycle shall yield the right of way to a pedestrian crossing any roadway.
4. No person shall operate any vehicle, motorized cycle, or bicycle on any walkway, field, or landscaped area. Exceptions include emergency and maintenance vehicles.

9. Parking Regulations

1. All vehicles parked on grounds owned or operated by the Chaffey Community College District shall clearly display a current semester parking permit or daily parking pass receipt on the lower driver side windshield facing outward with the number of the permit clearly visible. A sticker or receipt in any other area of the vehicle is a violation and subject to citation. Parking is enforced Monday through Friday from 7:00 a.m. to 11:00 p.m., and on Saturdays from 7:00 a.m. to 3:00 p.m. Jeeps, motorcycles and vehicles with convertible tops should contact the Campus Police Office.
2. No parking is allowed in any area that does not have a clearly marked parking stall.
3. No person shall park in an area, posted or marked for "Disabled Parking Only", unless a valid State issued disabled person placard and a current student parking permit is displayed on the vehicle.
4. No student or staff member shall park a vehicle in a stall that is posted or marked as visitor or guest or any other marked or reserved stall.
5. Painted curbs are an indication of restricted parking and the color of the curb denotes the type of parking allowed as follows:
 1. RED ZONE - Indicates no parking or stopping anytime
 2. YELLOW ZONE - Indicates an area for loading and unloading of freight not to exceed a 30 minute time limit. Vehicles exceeding the posted time limit will be cited
 3. GREEN ZONE - Indicates time limit parking. Time limits shall be posted. Vehicles exceeding the posted time limit will be cited.
 4. BLUE ZONE - Indicates Disabled Person Parking. Vehicles not displaying a valid State issued Disabled Person Placard will be cited.
6. No person shall sleep in or remain overnight in any vehicle parked on grounds owned or operated by the District.



AP 6750 Parking

7. No person shall abandon, or leave standing any vehicle or motorized cycle on the District premises for 72 or more consecutive hours without permission of the Campus Police Office. Violations will result in vehicle removal and storage under authority of the California Vehicle Code.
8. Vehicles parked in any stall marked or posted STAFF without the proper permit shall be cited.
9. No person shall leave any animals or minor children unattended in a vehicle.
10. Parking in metered parking areas requires the payment of the correct fee as posted. Parked vehicles that have exceeded the metered time limit are in violation of this regulation.
11. All vehicles parked on campus must be currently registered with DMV and have proper display of license plates.
12. Any vehicle found displaying a parking permit that has been reported lost or stolen will be cited for possession of such a permit.
13. No person shall park in a manner occupying more than one marked parking stall.
14. No person shall park in a posted No Parking Zone.
15. Parked vehicles exceeding the time or date limit on any permit are in violation of parking regulations.
16. No vehicle shall park on, across, or in front of any ramp.

References: Education Code Section 76360;
Vehicle Code Sections 21113 and 40220(a)(1)(D)

Approved: 5/15/12

Revised: 11/19/13, 5/19/15, 12/11/18

Reviewed: 3/15/22